



Course Schedule for University Hospital – Fall 2023

(Chronological Order)

UH Management Development Classes for September through December 2023

Dates	Course	Course Code	Time
10/17, 10/18, 10/25, 10/27	Frontline Supervision (4 days - developmental) <i>(Mandatory for those new to supervision)</i>	UHM265	9:00 AM – 4:00 PM

UH Professional Development Classes for September through December 2023

Dates	Course	Course Code	Time
9/19 & 9/20	Learning to Lead	UHP109	9:00 AM - 4:00 PM
10/4	Resolving Conflict in Professional Relationships	UHP475	9:00 AM - 4:00 PM
11/1	Feedback with Finesse	UHP580	9:00 AM - 1:00 PM
11/15	Dealing with Change	UHP525	9:00 AM - 4:00 PM
11/17	Stress Management	UHP700	9:00 AM - 4:00 PM

NJBIA Grant - Microsoft Office Classes

Dates	Course	Code	Time
9/25	Excel 1	UHC120	9:00 AM – 4:00 PM
9/29	Excel 2	UHC125	9:00 AM – 4:00 PM
10/9	Excel 3	UHC127	9:00 AM – 4:00 PM
10/13	Outlook	UHC100	9:00 AM – 4:00 PM
11/6	Word 2	UHC115	9:00 AM – 4:00 PM
11/10	PowerPoint 2	UHC135	9:00 AM – 1:00 PM

To enroll online, please access (intranet / via Citrix if outside UH): <http://hrcourses.uhnj.org>

Please call 2-9391 or email with any questions: HRLearning@uhnj.org

Course descriptions can be found online when you enroll.

More details can be found on our website:

<https://www.uhnj.org/uh-employees/human-resources/learning-organizational-development/>